



**UNITED STATES
NUCLEAR REGULATORY COMMISSION
WASHINGTON, D.C. 20555-0001**

November 20, 2018

ALL AGREEMENT STATES, VERMONT

NOTIFICATION OF ACCEPTANCE TO THE CHARACTERIZATION AND PLANNING FOR
DECOMMISSIONING (H-115) COURSE (STC-18-069)

Purpose: To provide notification to the States of students selected to attend the U.S. Nuclear Regulatory Commission's (NRC) Characterization and Planning for Decommissioning (H-115) course scheduled to be held January 28-February 1, 2019, in Rockville, Maryland.

Background: The NRC provides funding to the Agreements States for training and the associated travel.

Discussion: Students selected to attend the January 28 - February 1, 2019, Characterization and Planning for Decommissioning (H-115) course in Rockville, Maryland are provided in Enclosure 1. Please provide this notification to each individual from your program that has been accepted to this course. Students selected to attend this course will be paid travel and per diem by the NRC. Detailed guidance for students is provided in Enclosure 2. Please inform us of any withdrawals immediately so that individuals on the waiting list have an opportunity to attend.

If you have any questions regarding this correspondence, please contact me at (301) 415-3340 or the individual named below:

POINT OF CONTACT: Karen Meyer
TELEPHONE: (301) 415-0113

E-MAIL: AStrainingandtravel.Resource@nrc.gov

/RA P. Michalak for/

Daniel S. Collins, Director
Division of Materials Safety, Security, State
and Tribal Programs
Office of Nuclear Material Safety
and Safeguards

Enclosures:

1. List of students
2. Instructions for students

CHARACTERIZATION AND PLANNING FOR DECOMMISSIONING (H-115)

January 28 - February 1, 2019

Rockville, MD

STATE	PARTICIPANT
CALIFORNIA	Patrick Fassell
LOUISIANA	Tiffany White Jamie Dismukes
MASSACHUSETTS	Ellie Choi
MINNESOTA	Brandon Juran
NEW MEXICO	James Hesch
NEW YORK (SHD)	Anthony DeAngelo
PENNSYLVANIA	Storm Veunephachan Derek Stahl Jonathan Adams
UTAH	David Esser Otis Willoughby William Craig
VERMONT	Francis O'Neill
WASHINGTON	Cheryl Rogers Jonathan Napier
WISCONSIN	Joseph Ross

INSTRUCTIONS TO STUDENTS

ACCEPTANCE: Individuals listed in Enclosure 1 have been accepted for participation in the Characterization and Planning for Decommissioning (H-115) course. This course is scheduled to be presented January 28-February 1, 2019, at the U.S. Nuclear Regulatory Commission's (NRC) Professional Training Center. The PDC is located at our Two White Flint North Building which is situated across from the White Flint Metro station entrance and the Metro parking garage. The address for the building is 11555 Rockville Pike, Rockville, MD 20852. Please allow sufficient time to process through security upon arrival. You will be required to show proof of identification when you arrive. After you have processed through security, you will be escorted by an NRC employee to the 3rd floor where the training will be held.

COURSE: Please see our Web site, <http://nrc-stp.ornl.gov/training.html> for the Tentative Course Schedule and note that the course begins at 8:00 a.m. on Monday, January 28, 2019 and ends at noon on Friday, February 1, 2019.

LODGING AND TRAVEL: Please plan to arrive on Sunday, January 27, 2019, and depart on Friday, February 1, 2019. Students must make their own lodging and travel arrangements. If traveling by air, please contact El Sol Travel at 844-244-6694 for airline reservations, and indicate that the travel is "Invitational" for the NRC. Please select a fully refundable government fare if one is available and make sure that El Sol Travel correctly direct bills your flight to credit card ending 2835. If the need arises and you must make a change, contact Karen Meyer at (301) 415-0113.

Please complete the Travel Application Form which will be provided to you and submit to ASTrainingandtravel.Resource@nrc.gov, at your earliest opportunity, but no later than Friday, January 18th. Individuals should request the Federal government rate at the hotels. The per diem for Rockville, MD is \$181 hotel and \$76 meals and incidentals. The first and last day of travel is calculated at 75 percent. The hotel listed below is the most convenient, located on the Metro (White Flint Station on the Red Line), directly across from, and within walking distance of the NRC. Use the hotel link below to receive free breakfast and internet. Those students who elect to stay at an alternate hotel will be responsible for their own transportation between the hotel and the training center. If you are authorized to drive, the Federal mileage reimbursement is .545 cents per mile.

Bethesda North Marriott Hotel
5701 Marinelli Road
N. Bethesda, MD 20852
(301) 822-9200 or (877) 212- 5752
<https://book.passkey.com/e/49800085>

Cut-Off date for reservation link is: Sunday, December 23, 2018

DIRECT DEPOSIT: We recommend Direct Deposit for travel reimbursements. If you prefer this method, please complete the form located on our website and return to Lindsey Santos at Lindsey.Santos@nrc.gov. Once you have signed up for Direct Deposit, you are in the system and will not need to complete a new form unless your banking information changes. When it is time to complete your voucher for reimbursement, in the address box enter "Enrolled for Direct Deposit." If you have any questions regarding direct deposit, please contact Lindsey Santos at (301) 415-6268.